

## Application for Federal Assistance SF-424

## \* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

## \* 2. Type of Application:

- ☐ New  
☒ Continuation  
☐ Revision

## \* If Revision, select appropriate letter(s):

## \* Other (Specify):

## \* 3. Date Received:

03/30/2016

## 4. Applicant Identifier:

## 5a. Federal Entity Identifier:

## 5b. Federal Award Identifier:

V002420-02

## State Use Only:

## 6. Date Received by State:

## 7. State Application Identifier:

## 8. APPLICANT INFORMATION:

\* a. Legal Name: New Jersey Department of Environmental Protection

## \* b. Employer/Taxpayer Identification Number (EIN/TIN):

21-6000928

## \* c. Organizational DUNS:

6074151970000

## d. Address:

## \* Street1:

P.O. Box 420

## Street2:

## \* City:

Trenton

## County/Parish:

## \* State:

NJ: New Jersey

## Province:

## \* Country:

USA: UNITED STATES

## \* Zip / Postal Code:

08625-0437

## e. Organizational Unit:

## Department Name:

## Division Name:

## f. Name and contact information of person to be contacted on matters involving this application:

## Prefix:

Mr.

## \* First Name:

Frank

## Middle Name:

## \* Last Name:

Sorce

## Suffix:

## Title:

Environmental Specialist IV

## Organizational Affiliation:

## \* Telephone Number:

609-530-2457

## Fax Number:

609-530-3344

## \* Email:

frank.sorce@dep.nj.gov

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Environmental Protection Agency

**11. Catalog of Federal Domestic Assistance Number:**

66.802

CFDA Title:

Superfund State, Political Subdivision, and Indian Tribe Site-Specific Cooperative Agreements

**\* 12. Funding Opportunity Number:**

EPA-CEP-02

\* Title:

EPA Mandatory Grant Programs

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Hazardous Waste Site Inventory Preliminary Assessments and Site Investigations (PA-SI)

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

12

\* b. Program/Project

All

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

10/01/2002

\* b. End Date:

09/30/2017

**18. Estimated Funding (\$):**

* a. Federal	765,000.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	765,000.00

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☒ a. This application was made available to the State under the Executive Order 12372 Process for review on 03/18/2016 .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

Mr.

\* First Name:

Mark

Middle Name:

\* Last Name:

Pedersen

Suffix:

\* Title:

Assistant Commissioner

\* Telephone Number:

609-292-1250

Fax Number:

\* Email:

Mark.Pedersen@dep.nj.gov

\* Signature of Authorized Representative:

Renee DiLapo

\* Date Signed:

03/30/2016





### ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

<b>SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</b>	<b>TITLE</b>
Renee DiLapo	Assistant Commissioner
<b>APPLICANT ORGANIZATION</b>	<b>DATE SUBMITTED</b>
New Jersey Department of Environmental Protection	03/30/2016

Standard Form 424B (Rev. 7-97) Back

## EPA KEY CONTACTS FORM

**Authorized Representative:** Original awards and amendments will be sent to this individual for review and acceptance, unless otherwise indicated.

<b>Name:</b>	<b>Prefix:</b> Mr.	<b>First Name:</b> Mark	<b>Middle Name:</b>
	<b>Last Name:</b> Pedersen		<b>Suffix:</b>
<b>Title:</b>	Assistant Commissioner		
<b>Complete Address:</b>			
<b>Street1:</b>	401 East State Street		
<b>Street2:</b>			
<b>City:</b>	Trenton	<b>State:</b>	NJ: New Jersey
<b>Zip / Postal Code:</b>	08625-0437	<b>Country:</b>	USA: UNITED STATES
<b>Phone Number:</b>	609-292-1250	<b>Fax Number:</b>	
<b>E-mail Address:</b>	Mark.Pedersen@dep.nj.gov		

**Payee:** Individual authorized to accept payments.

<b>Name:</b>	<b>Prefix:</b> Ms.	<b>First Name:</b> Adrienne	<b>Middle Name:</b>
	<b>Last Name:</b> Kreipke		<b>Suffix:</b>
<b>Title:</b>	Director, Budget and Finance		
<b>Complete Address:</b>			
<b>Street1:</b>	PO Box 420		
<b>Street2:</b>	428 East State Street		
<b>City:</b>	Trenton	<b>State:</b>	NJ: New Jersey
<b>Zip / Postal Code:</b>	08625	<b>Country:</b>	USA: UNITED STATES
<b>Phone Number:</b>	609-292-9230	<b>Fax Number:</b>	
<b>E-mail Address:</b>	Adrienne.Kreipke@dep.nj.gov		

**Administrative Contact:** Individual from Sponsored Programs Office to contact concerning administrative matters (i.e., indirect cost rate computation, rebudgeting requests etc).

<b>Name:</b>	<b>Prefix:</b> Ms.	<b>First Name:</b> Renee	<b>Middle Name:</b>
	<b>Last Name:</b> Dilapo		<b>Suffix:</b>
<b>Title:</b>	Manager, Federal Funds Administration		
<b>Complete Address:</b>			
<b>Street1:</b>	PO Box 420		
<b>Street2:</b>	428 East State Street		
<b>City:</b>	Trenton	<b>State:</b>	NJ: New Jersey
<b>Zip / Postal Code:</b>	08625	<b>Country:</b>	USA: UNITED STATES
<b>Phone Number:</b>	609-984-3615	<b>Fax Number:</b>	
<b>E-mail Address:</b>	Renee.Dilapo@dep.nj.gov		

# EPA KEY CONTACTS FORM

**Project Manager:** *Individual responsible for the technical completion of the proposed work.*

<b>Name:</b>	<b>Prefix:</b> Mr.	<b>First Name:</b> Frank	<b>Middle Name:</b>
	<b>Last Name:</b> Sorce		<b>Suffix:</b>
<b>Title:</b>	Environmental Specialist IV		
<b>Complete Address:</b>			
<b>Street1:</b>	380 Scotch Road		
<b>Street2:</b>			
<b>City:</b>	West Trenton	<b>State:</b>	NJ: New Jersey
<b>Zip / Postal Code:</b>	08628	<b>Country:</b>	USA: UNITED STATES
<b>Phone Number:</b>	609-530-2457	<b>Fax Number:</b>	609-530-3344
<b>E-mail Address:</b>	frank.sorce@dep.nj.gov		

## CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### \* APPLICANT'S ORGANIZATION

New Jersey Department of Environmental Protection

#### \* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Prefix: Mr. \* First Name: Mark Middle Name:

\* Last Name: Pedersen Suffix:

\* Title: Assistant Commissioner

\* SIGNATURE: Renee DiLapo

\* DATE: 03/30/2016



## Preaward Compliance Review Report for All Applicants and Recipients Requesting EPA Financial Assistance

Note: Read Instructions before completing form.

**I. A. Applicant/Recipient (Name, Address, City, State, Zip Code)**

Name:

Address:

City:

State:  Zip Code:

**B. DUNS No.**

**II. Is the applicant currently receiving EPA Assistance?** ☐ Yes ☐ No

**III. List all civil rights lawsuits and administrative complaints pending against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7.)**

**IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that allege discrimination based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective actions taken. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7.)**

**V. List all civil rights compliance reviews of the applicant/recipient conducted by any agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3))**

**VI. Is the applicant requesting EPA assistance for new construction? If no, proceed to VII; if yes, answer (a) and/or (b) below.**

☐ Yes ☐ No

**a. If the grant is for new construction, will all new facilities or alterations to existing facilities be designed and constructed to be readily accessible to and usable by persons with disabilities? If yes, proceed to VII; if no, proceed to VI(b).**

☐ Yes ☐ No

**b. If the grant is for new construction and the new facilities or alterations to existing facilities will not be readily accessible to and usable by persons with disabilities, explain how a regulatory exception (40 C.F.R. 7.70) applies.**

**VII. Does the applicant/recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its program or activities? (40 C.F.R. 5.140 and 7.95)**

☐ Yes ☐ No

**a. Do the methods of notice accommodate those with impaired vision or hearing?**

☐ Yes ☐ No

**b. Is the notice posted in a prominent place in the applicant's offices or facilities or, for education programs and activities, in appropriate periodicals and other written communications?**

☐ Yes ☐ No

**c. Does the notice identify a designated civil rights coordinator?**

☐ Yes ☐ No

**VIII. Does the applicant/recipient maintain demographic data on the race, color, national origin, sex, age, or handicap of the population it serves? (40 C.F.R. 7.85(a))**

☐ Yes ☐ No

**IX. Does the applicant/recipient have a policy/procedure for providing access to services for persons with limited English proficiency? (40 C.F.R. Part 7, E.O. 13166)**

☐ Yes ☐ No



- X. If the applicant is an education program or activity, or has 15 or more employees, has it designated an employee to coordinate its compliance with 40 C.F.R. Parts 5 and 7? Provide the name, title, position, mailing address, e-mail address, fax number, and telephone number of the designated coordinator.

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- XI. If the applicant is an education program or activity, or has 15 or more employees, has it adopted grievance procedures that assure the prompt and fair resolution of complaints that allege a violation of 40 C.F.R. Parts 5 and 7? Provide a legal citation or Internet Address for, or a copy of, the procedures.

--

**For the Applicant/Recipient**

I certify that the statements I have made on this form and all attachments thereto are true, accurate and complete. I acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable law. I assure that I will fully comply with all applicable civil rights statutes and EPA regulations.

A. Signature of Authorized Official

B. Title of Authorized Official

C. Date

Renee DiLapo

Assistant Commissioner

03/30/2016

**For the U.S. Environmental Protection Agency**

I have reviewed the information provided by the applicant/recipient and hereby certify that the applicant/recipient has submitted all preaward compliance information required by 40 C.F.R. Parts 5 and 7; that based on the information submitted, this application satisfies the preaward provisions of 40 C.F.R. Parts 5 and 7; and that the applicant has given assurance that it will fully comply with all applicable civil rights statutes and EPA regulations.

A. \*Signature of Authorized EPA Official

B. Title of Authorized Official

C. Date

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**\* See Instructions**

Instructions for EPA FORM 4700-4 (Rev. 06/2014)

General. Recipients of Federal financial assistance from the U.S. Environmental Protection Agency must comply with the following statutes and regulations.

Title VI of the Civil Rights Acts of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The Act goes on to explain that the statute shall not be construed to authorize action with respect to any employment practice of any employer, employment agency, or labor organization (except where the primary objective of the Federal financial assistance is to provide employment). Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act provides that no person in the United States shall on the ground of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under the Federal Water Pollution Control Act, as amended. Employment discrimination on the basis of sex is prohibited in all such programs or activities. Section 504 of the Rehabilitation Act of 1973 provides that no otherwise qualified individual with a disability in the United States shall solely by reason of disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Employment discrimination on the basis of disability is prohibited in all such programs or activities. The Age Discrimination Act of 1975 provides that no person on the basis of age shall be excluded from participation under any program or activity receiving Federal financial assistance. Employment discrimination is not covered. Age discrimination in employment is prohibited by the Age Discrimination in Employment Act administered by the Equal Employment Opportunity Commission. Title IX of the Education Amendments of 1972 provides that no person in the United States on the basis of sex shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance. Employment discrimination on the basis of sex is prohibited in all such education programs or activities. Note: an education program or activity is not limited to only those conducted by a formal institution. 40 C.F.R. Part 5 implements Title IX of the Education Amendments of 1972. 40 C.F.R. Part 7 implements Title VI of the Civil Rights Act of 1964, Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act, and Section 504 of The Rehabilitation Act of 1973. The Executive Order 13166 (E.O. 13166) entitled; "Improving Access to Services for Persons with Limited English Proficiency" requires Federal agencies work to ensure that recipients of Federal financial assistance provide meaningful access to their LEP applicants and beneficiaries.

Items "Applicant" means any entity that files an application or unsolicited proposal or otherwise requests EPA assistance. 40 C.F.R. §§ 5.105, 7.25. "Recipient" means any entity, other than applicant, which will actually receive EPA assistance. 40 C.F.R. §§ 5.105, 7.25. "Civil rights lawsuits and administrative complaints" means any lawsuit or administrative complaint alleging discrimination on the basis of race, color, national origin, sex, age, or disability pending or decided against the applicant and/or entity which actually benefits from the grant, but excluding employment complaints not covered by 40 C.F.R. Parts 5 and 7. For example, if a city is the named applicant but the grant will actually benefit the Department of Sewage, civil rights lawsuits involving both the city and the Department of Sewage should be listed. "Civil rights compliance review" means any review assessing the applicant's and/or recipient's compliance with laws prohibiting discrimination on the basis of race, color, national origin, sex, age, or disability. Submit this form with the original and required copies of applications, requests for extensions, requests for increase of funds, etc. Updates of information are all that are required after the initial application submission. If any item is not relevant to the project for which assistance is requested, write "NA" for "Not Applicable." In the event applicant is uncertain about how to answer any questions, EPA program officials should be contacted for clarification. \* Note: Signature appears in the Approval Section of the EPA Comprehensive Administrative Review For Grants/Cooperative Agreements & Continuation/Supplemental Awards form.



Select Reader: 

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# Minutes

Ok

Click Ok or close this popup to extend your session.

Yvette MarCardona[Log Out](#) | [Preferences](#) | [Help](#)

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  - [Discretionary Non-Competitive](#)

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- [Application Processing/](#)
- [Application Details](#)

## Application Details

Note: Fields marked with an asterisk (\*) are required.

### New Jersey Department of Environmental Protection

EPA Mandatory Grant Programs

Approving Region: EPA R2 | Awarding Region: EPA R2

Current assignee: Yvette  
MarCardonaCurrent delegate: Sharon  
Fortune[Full Application](#)[Workflow Task](#)[Workflow History](#)

## General Information

**Applicant Name:** NJDEP - New Jersey Dept of Environmental Protection**Agency Name:** Environmental Protection Agency**CFDA Number:** 66.802**CFDA Program Title:** Superfund State Political Subdivision and Indian Tribe Site Specific Cooperative Agreements**Opportunity ID:** EPA-CEP-02**Opportunity Title:** EPA Mandatory Grant Programs**Competition Type:** Mandatory Non-Competitive Application Package**Submitter Name:** Renee L DiLapo**GRANTS.GOV Tracking Number:** GRANT12127019

## More Information

IGMS Information [Save](#)

<b>AAShip:</b>	<input type="text" value="R2 - Region 2"/>
<b>* Approving Region:</b>	<input type="text" value="EPA R2"/>
<b>* Project Officer:</b>	<input type="text" value="Desir, James"/>
<b>PO Phone:</b>	<input type="text" value="212-637-4342"/>
<b>* Awarding Region:</b>	<input type="text" value="EPA R2"/>

Select **Reader:**     **# Minutes**

**Click Ok or close this popup to extend your session.**

**\* Grant Coordinator:**

**\* Grant Specialist:**

**\* Program Code:**

**\* Grant Number:**  **Previous Grant Number:**

**Solicitation Information**

**Opportunity Id:** EPA-CEP-02

**Opportunity Title:** EPA Mandatory Grant Programs

**Opening Date:**  (mm/dd/yyyy)

**Closing Date:**  (mm/dd/yyyy)

**Date Entered in IGMS:**  (mm/dd/yyyy)

**Submission Information**

**Grant:** Non-Construction

**Submission Type:**

**Date Time Submitted:** 03/30/2016

**Type of Application:**

**Applicant Information**

	Grants.gov	IGMS
<b>Applicant Type:</b>	A: State Government	State
<b>Applicant Name:</b>	New Jersey Department of Environmental Protection	NJDEP - New Jersey Dept of Environmental Protection
<b>Applicant DUNS#:</b>	607415197	607415197
<b>Organizational Unit:</b>		
<b>Sub Org Unit:</b>		
<b>EIN:</b>	21-6000928	21-6000928
<b>Address:</b>	401 East State Street	440 East State St., P.O. Box 420
<b>City:</b>	Trenton	Trenton
<b>State:</b>	NJ: New Jersey	NJ
<b>Zip:</b>	08625-0437	08625-0420
<b>County:</b>		USA
<b>POC Name:</b>	Mark Pedersen	
<b>POC Phone:</b>	609-292-1250	
<b>POC E-Mail:</b>	Mark.Pedersen@dep.nj.gov	
<b>POC FAX#:</b>		

**Project Information**

	Grants.gov	IGMS
<b>Federal Agency:</b>		Environmental Protection Agency
<b>CFDA:</b>	66.802 - Superfund	66.802 - Superfund State Political Subdivision and Indian Tribe Site Sp

Select Reader:	Select	Grants.gov	# Minutes	IGMS
Close	Click Ok or close this popup to extend your session.			
Ok				
Project Title:	Political Subdivision, and Indian Tribe Site-Specific Cooperative Agreements Hazardous Waste Site Inventory Preliminary Assessments and Site Investigations (PA-SI)			
Project Period Start:	10/01/2002	10/01/2002		
Project Period End:	09/30/2017	09/30/2017		
Budget Period Start:		10/01/2002		
Budget Period End:		09/30/2017		
State(s) Affected By Project:		✓	Add	Clear
County/Countries Affected By Project:			Add	Clear
City/Cities Affected By Project:			Add	Clear
Zip Codes Affected By Project:			Add	Clear
Project Cong Dist Affected By All Project:			Add	Clear
Congressional Districts <a href="#">Save</a>				
Grants.gov		IGMS		
Applicant Cong Dist:	12			
Estimated Funding <a href="#">Save</a>				
Federal:	765000			
Applicant:	0			
State:	0			
Local:	0			
Other:	0			
Program Income:	0			
TOTAL:	765000			
Is the Application subject to	a. This application was made available to the State under the Executive Order 12372 Process for			

Select Order:  # Minutes  
Close  
Order  
Ok 12372  
Process?

Click Ok or close this popup to extend your session.

Available for Review:  (mm/dd/yyyy)

Is the Applicant delinquent on any Federal Debt?

Authorized Representative

Authorized Rep (First Name):   
Authorized Rep (Last Name):   
Title:   
Phone:

Key Contacts

**Authorized Rep:**

First Name:  Last Name:   
Title:  Phone:   
Address 1:   
Address 2:   
City:   
State:  Zip:   
Fax:  E-Mail:

**Payee:**

First Name:  Last Name:   
Title:  Phone:   
Address 1:   
Address 2:   
City:   
State:  Zip:   
Fax:  E-Mail:

**Administrative Contact:**

First Name:  Last Name:   
Title:  Phone:   
Address 1:   
Address 2:   
City:

Select Reader:     # Minutes

Fax:  Click Ok or close this popup to extend your session

Project Manager:

First Name:  Last Name:  Zip:

Title:  Phone:

Address 1:

Address 2:

City:

State:  Zip:

Fax:  E-Mail:

## Application Attachments

Grants.gov Application: GRANT12127019

Attachments:

[BudgetNarrativeAttachments-Attachments-1234-Budget Breakdown 3.4 FTE 27.xls](#)

[ProjectNarrativeAttachments-Attachments-1236-Scope of Work 3.4 FTE 27.doc](#)

[BudgetNarrativeAttachments-Attachments-1235-Signed - AFO.pdf](#)

[Form SF424A-V1.0.pdf](#)

[Form SF424 2 1-V2.1.pdf](#)

[Form SF424B-V1.1.pdf](#)

[Form EPA KeyContacts-V1.1.pdf](#)

[Form Project-V1.1.pdf](#)

[Form GG LobbyingForm-V1.1.pdf](#)

[Form Budget-V1.1.pdf](#)

[Form EPA4700 4 2 1-V2.1.pdf](#)

## SF-424A Budget Information

Section A - Budget Summary 

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Bud	
		Federal (c)	Non-Federal (d)	Federal (e)	Non-
1. PA/SI	66.802			765000	
2.					
3.					
4.					
5. TOTALS				765000	

Section B - Budget Categories 

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1)	(2)	(3)	(4)	
PA/SI					
a. Personnel	300709				300

Select Reader: Select **Grant Program, Function or Activity** **Minutes** **Cancel** **OK**

Close Object Class Categories (1)Click Ok or close this popup to extend your session. Total (5)

Ok	Categories	PA/SI				
	b. Fringe Benefits	161631				161
	c. Travel	500				
	d. Equipment	0				
	e. Supplies	10983				10
	f. Contractual	171650				171
	g. Construction					
	h. Other	24794				24
	i. Total Direct Charges (sum of 6a - 6h)	670267				670
	j. Indirect Charges	94733				94
	k. TOTALS (sum of 6i - 6j)	765000				765
	7. Program Income					

Section C - Non-Federal Resources [Save](#)

	(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8.					
9.					
10.					
11.					
12. TOTAL (sum of lines 8 - 11)					

Section D - Forecasted Cash Needs [Save](#)

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total for 1st Year
13. Federal	191250	191250	191250	191250	765000
14. Non-Federal					
15. TOTAL (sum of lines 13 & 14)	191250	191250	191250	191250	765000

Section E - Budget Estimates of Federal Funds Needed for Balance of the Project [Save](#)

	Future Funding Periods (Years)			
(a) Grant Program	(b) First	(c) Second	(d) Third	(e) Fourth







Close Save changes # Minutes  
Click Ok or close this popup to extend your session.  
Cancel Add Comment

Yvette MarCardona

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  - [Discretionary Non-Competitive](#)

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- [Application Details](#)

## Application Details

### New Jersey Department of Environmental Protection

EPA Mandatory Grant Programs

Approving Region: EPA R2 | Awarding Region: EPA R2

Current assignee: Yvette  
MarCardona

Current delegate: Sharon  
Fortune

[Full Application](#)

[Workflow Task](#)

[Workflow History](#)

[Update Application Package](#) [Modify Assignee](#) [Modify Delegate](#)

Workflow  
Diagram

[Final Application Package](#)

[Save](#)

Comments: [Add a Comment](#)

Created By

Status

Date Created

Roch Baamonde

Draft Application

Close	Save changes	# MinSteps	Date Created
Close	Upload		Mar 30, 2016 - 05:23 PM
Click Ok or close this popup to extend your session.			
Cancel	Add Comment		

LOG # 129

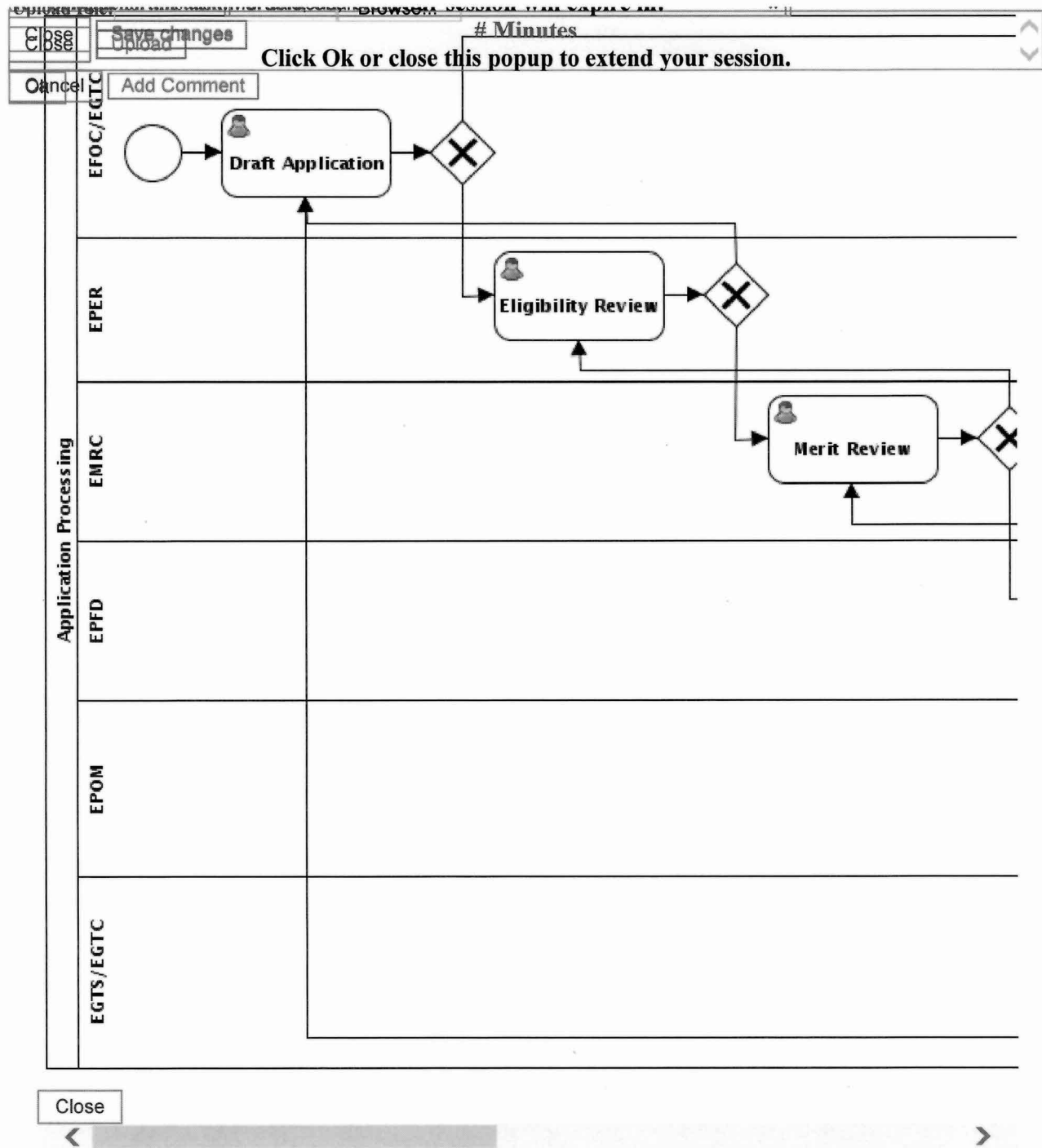
Attachments: [Add an Attachment](#)

Uploaded File Name	Uploaded By	Date Uploaded	Status	Category	Action
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No files found.

[Final Application Package](#)[Save](#)

GS: Update Application Package BPM Diagram





ASSISTANCE FUNDING ORDER PAGE 1 OF 1		PROJECT TITLE PA/SI		APPLICANT NJDEP/SRP		PROJECT ID NUMBER V002420-02		PROJECT/BUDGET PERIOD 10/1/2002 - 9/30/2017		STATE CREDIT REMAINING		
PROJECT DESCRIPTION Summary of funding for Hazardous Waste Site Inventory Preliminary Assessments and Site Investigations						COMMENTS: The changes column represents the amount requested in current grant application.						
BUDGET FOR COOPERATIVE AGREEMENTS AND AMENDED COOPERATIVE AGREEMENTS												
ACTIVITY CATEGORY												
COST CATEGORY	CURRENT 10/1/02 - 9/30/16 V002420-02-D	CHANGE (+/-)	CURRENT BUDGET	CURRENT BUDGET	CHANGE 10/1/16 - 9/30/17 (+/-)	REVISED BUDGET	CURRENT BUDGET	CHANGE (+/-)	REVISED BUDGET	CURRENT 10/1/02 - 9/30/15 BUDGET	GRAND TOTALS CHANGES 10/1/16 - 9/30/17 (+/-)	10/1/02 - 9/30/17 REVISED BUDGET
PERSONNEL	\$5,618,588	\$0	\$5,618,588	\$0	\$300,709	\$300,709	\$0	\$0	\$0	\$5,618,588	\$300,709	\$5,919,297
FRINGE BENEFITS	\$1,990,576	\$0	\$1,990,576	\$0	\$161,631	\$161,631	\$0	\$0	\$0	\$1,990,576	\$161,631	\$2,152,207
TRAVEL	\$70,811	\$0	\$70,811	\$0	\$500	\$500	\$0	\$0	\$0	\$70,811	\$500	\$71,311
EQUIPMENT	\$170,500	\$0	\$170,500	\$0	\$0	\$0	\$0	\$0	\$0	\$170,500	\$0	\$170,500
SUPPLIES	\$231,686	\$0	\$231,686	\$0	\$10,983	\$10,983	\$0	\$0	\$0	\$231,686	\$10,983	\$242,669
CONTRACTUAL	\$2,896,250	\$0	\$2,896,250	\$0	\$171,650	\$171,650	\$0	\$0	\$0	\$2,896,250	\$171,650	\$3,067,900
CONSTRUCTION	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$404,186	\$0	\$404,186	\$0	\$24,794	\$24,794	\$0	\$0	\$0	\$404,186	\$24,794	\$428,980
TOTAL DIRECT COSTS	\$11,382,597	\$0	\$11,382,597	\$0	\$670,267	\$670,267	\$0	\$0	\$0	\$11,382,597	\$670,267	\$12,052,864
INDIRECT COSTS (Rate varies)	\$1,730,411	\$0	\$1,730,411	\$0	\$94,733	\$94,733	\$0	\$0	\$0	\$1,730,411	\$94,733	\$1,825,144
TOTAL	\$13,113,008	\$0	\$13,113,008	\$0	\$765,000	\$765,000	\$0	\$0	\$0	\$13,113,008	\$765,000	\$13,878,008
FEDERAL SHARE	\$13,113,008	\$0	\$13,113,008	\$0	\$765,000	\$765,000	\$0	\$0	\$0	\$13,113,008	\$765,000	\$13,878,008
STATE SHARE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
NAME AND TITLE Frank Sorce PROJECT MANAGER		RECOMMENDING OFFICIAL SIGNATURE <i>Frank Sorce</i>		DATE 3/15/16		EPA PROJECT OFFICER SIGNATURE		DATE				





# BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006  
Expiration Date: 01/31/2019

## SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. PA/SI	66.802	\$	\$	\$ 765,000.00	\$ -	\$ 765,000.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 765,000.00	\$	\$ 765,000.00

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# SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) PA/SI	(2)	(3)	(4)	
a. Personnel	\$ 300,709.00	\$	\$	\$	\$ 300,709.00
b. Fringe Benefits	161,631.00				161,631.00
c. Travel	500.00				500.00
d. Equipment	0.00				
e. Supplies	10,983.00				10,983.00
f. Contractual	171,650.00				171,650.00
g. Construction					
h. Other	24,794.00				24,794.00
i. Total Direct Charges (sum of 6a-6h)	670,267.00				\$ 670,267.00
j. Indirect Charges	94,733.00				\$ 94,733.00
k. TOTALS (sum of 6i and 6j)	\$ 765,000.00	\$	\$	\$	\$ 765,000.00
7. Program Income	\$	\$	\$	\$	\$

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SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	
9. <input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	
10. <input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	
11. <input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	
12. TOTAL (sum of lines 8-11)	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	
SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ <input style="width:95%;" type="text" value="765,000.00"/>	\$ <input style="width:95%;" type="text" value="191,250.00"/>	\$ <input style="width:95%;" type="text" value="191,250.00"/>	\$ <input style="width:95%;" type="text" value="191,250.00"/>	\$ <input style="width:95%;" type="text" value="191,250.00"/>
14. Non-Federal	\$ <input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
15. TOTAL (sum of lines 13 and 14)	\$ <input style="width:95%;" type="text" value="765,000.00"/>	\$ <input style="width:95%;" type="text" value="191,250.00"/>	\$ <input style="width:95%;" type="text" value="191,250.00"/>	\$ <input style="width:95%;" type="text" value="191,250.00"/>	\$ <input style="width:95%;" type="text" value="191,250.00"/>
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16. <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	
17. <input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	
18. <input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	
19. <input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	
20. TOTAL (sum of lines 16 - 19)	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges: <input style="width:95%;" type="text" value="673,858"/>		22. Indirect Charges: <input style="width:95%;" type="text" value="91,142"/>			
23. Remarks: <input style="width:95%;" type="text" value="Indirect is 20.49% of Salaries and Fringe is 53.75%"/>					

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**FEDERAL FISCAL YEAR 2017**

**COST PER TASK**

TASK	NUMBER OF SAMPLES	COST FOR EACH	HOURS PER OUTPUT	ADJUSTED HOURLY RATE	TOTAL COST FOR EACH OUTPUT	TOTAL OUTPUTS PER TASK	TOTAL COST PER TASK	TOTAL SALARIES	TOTAL CONTRACTUAL & OPERATING	TOTAL BUDGET
<b>Pre-Cerclis Screening (PSA)</b>			80	\$116.06	\$9,284.56	14	\$129,983.81	\$129,983.81		
NJDEP MOBILE LABORATORY ANALYSIS	15	\$40.00			\$600.00	14	\$8,400.00		\$8,400.00	
FIELD SAMPLING SERVICES					\$5,000.00	14	\$70,000.00		\$70,000.00	
					<b>\$14,884.56</b>		<b>\$208,383.81</b>			
<b>Abbreviated Preliminary Assessment (PA)</b>			50	\$116.06	<b>\$5,802.85</b>	8	<b>\$46,422.79</b>	\$46,422.79		
<b>Site Inspection (SI)</b>			520	\$116.06	\$60,349.62	4	\$241,398.50	\$241,398.50		
POTABLE WATER SAMPLES	5	\$130.00			\$650.00	4	\$2,600.00		\$2,600.00	
FIELD SAMPLING SERVICES					\$15,000.00	4	\$60,000.00		\$60,000.00	
					<b>\$75,999.62</b>		<b>\$303,998.50</b>			
<b>Expanded Site Inspection(ESI)</b>			1200	\$116.06	\$139,268.36	1	\$139,268.36	\$139,268.36		
POTABLE WATER SAMPLES	5	\$130.00			\$650.00	1	\$650.00		\$650.00	
FIELD SAMPLING SERVICES					\$30,000.00	1	\$30,000.00		\$30,000.00	
					<b>\$169,918.36</b>		<b>\$169,918.36</b>			
<b>Site Reassessments (SR)</b>			300	\$116.06	\$34,817.09	0	\$0.00	\$0.00		
<b>Operational Budget</b>										
TRAVEL									\$500.00	
EQUIPMENT									\$0.00	
SUPPLIES									\$10,982.43	
OTHER									\$24,794.00	
							*****	<b>\$557,073.46</b>	<b>207,926.43</b>	<b>764,999.89</b>



<b>GEOPROBE ACCESSORIES AND SUPPLIES BREAKDOWN FFY17</b>				
DIRECT PUSH ROD		\$150.00	5	\$750.00
POINT HOLDER		\$80.00	2	\$160.00
POINT/SCREEN COMBOS		\$25.00	70	\$1,750.00
PULL CAPS		\$75.00	3	\$225.00
PUSH CAPS		\$75.00	3	\$225.00
PVC TUBING		\$40.00	3	\$120.00
				\$3,230.00
<b>MISCELLANEOUS SAMPLING SUPPLIES BREAKDOWN FFY17</b>				
EnCore Sampling Devices		440	2	\$880.00
(50 per case)				





**FEDERAL FISCAL YEAR 2017 MAN-HOURS**

MAN YEARS	HOURS/MAN YEAR	TOTAL MAN-HOURS
3.4	1,412	4,800.00
UNADJUSTED SALARY	MAN-HOURS	HOURLY RATE
\$300,709.00	4,800.00	\$62.65
ADJUSTED SALARY	MAN-HOURS	HOURLY RATE
\$557,073.57	4,800.00	\$116.06



**HAZARDOUS WASTE SITE INVENTORY (PA/SI)  
BUDGET DETAILS FOR FEDERAL FISCAL YEAR 2017  
OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017**

TITLE	# OF STAFF IN TITLE	ANNUAL SALARY	TOTALS
HSMS 1	2	\$99,945.00	\$199,890.00
SENIOR GEOLOGIST	1	\$80,419.00	\$80,419.00
ENVIRONMENTAL SPECIALIST	0.4	\$51,000.00	\$20,400.00
<b>TOTAL UNADJUSTED SALARIES</b>			<b>\$300,709.00</b>
<b>FRINGE BENEFIT</b>	53.75%	\$300,709.00	\$161,631.09
<b>SALARIES + FRINGE BENEFIT</b>			<b>\$462,340.09</b>
<b>INDIRECT COSTS</b>	20.49%	\$462,340.09	\$94,733.48
		<b>TOTAL SALARY</b>	<b>\$557,073.57</b>

FEDERAL OPERATIONAL BUDGET BY OBJECT CODE			
<b>TRAVEL</b>			
(30) TRAVEL		\$500.00	
<b>TOTAL TRAVEL</b>		<b>\$500.00</b>	
<b>EQUIPMENT</b>			
(74) REPLACEMENT VEHICLE		\$0.00	
<b>TOTAL EQUIPMENT</b>		<b>\$0.00</b>	
<b>SUPPLIES</b>			
(21) PRINTING & OFFICE		\$1,500.00	
(24) HOUSEHOLD & CLOTHING		\$700.00	
(26) OTHER		\$4,610.00	
(34) DATA PROCESSING		\$1,500.00	
(77) COMPUTER		\$2,000.00	
(76) OTHER EQUIPMENT		\$672.43	
<b>TOTAL SUPPLIES</b>		<b>\$10,982.43</b>	
<b>CONTRACTUAL</b>			
(36) PROFESSIONAL SERVICES		\$171,650.00	
<b>TOTAL CONTRACTUAL</b>		<b>\$171,650.00</b>	
<b>OTHER</b>			
(31) TELEPHONE		\$1,600.00	
(32) POSTAGE		\$1,000.00	
(38) OTHER SERVICES		\$1,000.00	
(41) MAINTENANCE OF EQUIPMENT		\$1,000.00	
(45) RENT-CENTRAL MOTOR POOL		\$18,274.00	
(47) RENT - OTHER		\$1,920.00	
<b>TOTAL OTHER</b>		<b>\$24,794.00</b>	
<b>TOTAL OPERATIONAL</b>	<b>\$207,926.43</b>	<b>TOTAL BUDGET</b>	<b>\$765,000.00</b>

FEDERAL OPERATIONAL BUDGET BY OBJECT CODE ITEMIZED		
(30) TRAVEL		
ROUTINE		
TRAVEL REIMBURSEMENT FOR TOLLS AND PARKING		\$500.00
SPECIAL		
NATIONAL SITE ASSESSMENT SYMPOSIUM (NSAS)		
AIRFARE		\$0.00
LODGING		\$0.00
PER DIEM		\$0.00
CONFERENCE FEES		\$0.00
AIRPORT PARKING/SHUTTLE SERVICE		\$0.00
SPECIAL TOTAL		\$0.00
TOTAL		\$500.00
(74) REPLACEMENT VEHICLE		
0 VEHICLE @ \$20,000.00 EACH		\$0.00
TOTAL		\$0.00
(21) PRINTING AND OFFICE SUPPLIES		
MISCELLANEOUS REFERENCES AND REPORTS		\$100.00
MISCELLANEOUS COMPUTER SUPPLIES		\$900.00
MISCELLANEOUS PRINTING AND OFFICE SUPPLIES		\$500.00
TOTAL		\$1,500.00
(24) HOUSEHOLD AND CLOTHING		
PERSONAL PROTECTIVE EQUIPMENT (DISPOSABLES)		\$700.00
TOTAL		\$700.00
(26) OTHER SUPPLIES		
GEOPROBE ACCESSORIES AND SUPPLIES		\$3,230.00
MISCELLANEOUS SAMPLING SUPPLIES		\$880.00
REPAIR PARTS FOR SAMPLING EQUIPMENT, MONITORING		
INSTRUMENTS AND MOBILE RADIOS		\$500.00
TOTAL		\$4,610.00
(34) DATA PROCESSING		
MISCELLANEOUS SOFTWARE AND SUPPLIES		1,500.00
TOTAL		1,500.00
(77) COMPUTER EQUIPMENT		
COMPUTER REPLACEMENT / UPGRADE (1 @ 2,000)		2,000.00
TOTAL		2,000.00
(76) OTHER EQUIPMENT		
MISCELLANEOUS SAMPLING TOOLS		\$672.43
TOTAL		\$672.43
(36) PROFESSIONAL SERVICES		
MOBILE LABORATORY ANALYSES		8,400.00
VOLATILE ORGANIC POTABLE WATER SAMPLE ANALYSES		3,250.00
FIELD SAMPLING SERVICES		160,000.00
TOTAL		171,650.00
(31) TELEPHONE		
MONTHLY SERVICE, LONG DISTANCE AND REPAIRS		\$1,100.00
CELLULAR PHONES		\$500.00
TOTAL		\$1,600.00

FEDERAL OPERATIONAL BUDGET BY OBJECT CODE ITEMIZED		
(32) POSTAGE		
CORRESPONDENCE, SAMPLE SHIPPING, DATA DELIVERY AND REPORT TRANSMITTAL		1,000.00
	TOTAL	<b>1,000.00</b>
(38) OTHER SERVICES		
TRAINING, CONFERENCES AND SEMINARS		1,000.00
	TOTAL	<b>1,000.00</b>
(41) MAINTENANCE OF EQUIPMENT		
SERVICE AND REPAIR OF SAMPLING EQUIPMENT, MONITORING AND INSTRUMENTS		\$500.00
DECONTAMINATION OF SAMPLING EQUIPMENT		\$500.00
	TOTAL	<b>\$1,000.00</b>
(45) RENT - CENTRAL MOTOR POOL		
VEHICLES	RENTAL/YEAR/VEHICLE	
4	\$4,320.00	\$17,280.00
VEHICLE SERVICE AND REPAIRS		\$994.00
	TOTAL	<b>\$18,274.00</b>
(47) RENT - OTHER		
PHOTOCOPIER LEASE (12 MONTHS @ 160/MONTH)		\$1,920.00
	TOTAL	<b>\$1,920.00</b>
	TOTAL OPERATIONAL	<b>\$207,926.43</b>

\*All supply items have a unit cost under \$5,000.



NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION  
HAZARDOUS WASTE SITE INVENTORY (PA/SI) PROGRAM  
USEPA / NJDEP COOPERATIVE AGREEMENT  
FEDERAL FISCAL YEAR 2017  
(OCTOBER 1, 2016 – SEPTEMBER 30, 2017)

STATEMENT OF WORK

Under this cooperative agreement the New Jersey Department of Environmental Protection (NJDEP) will receive financial assistance from the US Environmental Protection Agency (EPA) to continue the Hazardous Waste Site Inventory (PA/SI) Program originally provided for in Section 3012 of the Resource Conservation and Recovery Act (RCRA), amended by Section 104(b) and (d) of the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) and continued under a Multi-Site Cooperative Agreement (MSCA).

NJDEP will perform the same activities under this cooperative agreement that were specified in the RCRA 3012, CERCLA 104 and prior MSCA applications, with modifications which maintain consistency with EPA's pre-remedial strategy under the Superfund Amendments and Reauthorization Act of 1986 (SARA) and subsequent EPA policy and guidance.

This cooperative agreement will allow NJDEP to continue performing Pre-CERCLIS Screening Assessments (PSAs), Preliminary Assessments (PAs), Site Investigations (SIs), Expanded Site Investigations (ESIs) and Site Reassessments (SRs) for 12 months from October 1, 2016 through September 30, 2017. NJDEP maintains an Immediate Environmental Concern (IEC) inventory, a database of contaminated public and private potable well and indoor air cases for which no source or responsible party has been identified. PSA candidates are identified as potential sources of NJDEP's IEC cases. NJDEP will pre-screen suspected sources of contamination using field analytical methods, and only sites warranting further investigation will be entered into the Comprehensive Environmental Response, Compensation and Liability Information System (CERCLIS). Consequently, only high priority sites will be entered into CERCLIS and proceed through the Superfund screening process. Sites will be evaluated using EPA's Pre-CERCLIS Screening Assessment Checklist/Decision Form, or equivalent. Sites will be listed in CERCLIS before being considered for PA, SI and ESI work unless otherwise approved by EPA. NJDEP will prioritize completed PAs, SIs and ESIs for remedial action using the Hazard Ranking System (HRS) QuickScore. These actions will result in the identification of sources of potable well contamination throughout the State. The sources will then be prioritized for remedial action. SR candidates are selected by cross matching sites that appear on CERCLIS with sites that have received a No Further Action designation by NJDEP.

Amendment Duration: 12 Months

Budget Period: October 1, 2016 – September 30, 2017

<b>TOTAL SALARY</b>	<b>557,073.57</b>
<b>TOTAL OPERATIONAL</b>	<b>207,926.43</b>
<b>TOTAL BUDGET</b>	<b>765,000.00</b>

## GRANT OUTPUTS

AMENDMENT DURATION - 12 MONTHS (OCTOBER 1, 2016 – SEPTEMBER 30, 2017)

THE GRANT WILL FUND 3.4 POSITIONS FOR 1 YEAR = 3.4 MAN-YEARS

1 STATE MAN-YEAR = 1,412 MAN-HOURS (35 HOUR WORKWEEK) EXCLUDES HOLIDAYS, LEAVE, TRAINING AND ADMINISTRATIVE TASKS

FEDERAL FISCAL YEAR 2017 OUTPUTS			
MAN-YEARS	MAN HOURS / MAN YEAR	MAN-HOURS	
3.4	1,412	4,800.00	
OUTPUT	TOTAL FFY17 OUTPUTS	HOURS PER OUTPUT	TOTAL MAN-HOURS
PSAs	14	80	1,200
PAs	8	50	700
SIs	4	520	1,560
ESIs	1	1,200	1,200
SRs	0	300	300
	27		4,800

MAN-HOUR EXPENDITURE FOR GRANT OUTPUTS

4,800 MAN-HOURS

AVAILABLE

0 MAN-HOURS



## TRAINING

TRAINING EXCLUDED FROM THE FTE CALCULATION AS A NON-OUTPUT RELATED ACTIVITY IS AS FOLLOWS:

- ANNUAL 8-HOUR HEALTH AND SAFETY REFRESHER AND MISCELLANEOUS TRAINING

MISCELLANEOUS TRAINING INCLUDES:

- INTRODUCTION TO GROUNDWATER INVESTIGATIONS
- SUPERVISOR 8-HOUR HEALTH AND SAFETY TRAINING
- ENVIRONMENTAL RISK ASSESSMENT
- SUPERFUND COMMUNITY RELATIONS
- SAMPLING FOR HAZARDOUS MATERIALS
- CPR CERTIFICATION/RECERTIFICATION
- BASIC FIRST AID
- DEFENSIVE DRIVING
- PA/SI TRAINING FOR THE REVISED HRS
- PERSONAL COMPUTER INSTRUCTION (WINDOWS, WORD, ACCESS, EXCEL, GRAPHICS, ARCVIEW, ETC.)
- PERSONAL DEVELOPMENT (TIME MANAGEMENT, TECHNICAL WRITING, ETC.)
- MANAGEMENT TRAINING
- MONITORING INSTRUMENT AND SAMPLING EQUIPMENT TRAINING PROVIDED BY VENDORS
- OTHER CERCLA/SUPERFUND RELATED TRAINING, SEMINARS AND CONFERENCES DEEMED APPROPRIATE BY NJDEP/EPA PROJECT MANAGERSQUARTERLY REPORTS

As part of the cooperative agreement, NJDEP will assign one activity code for all PSA work, one activity code for all PA work, one activity code for all SI work and one activity code for all ESI work. All site-specific work, whether PA, SI or ESI, will be coded to a site-specific job number for cost recovery and tracking purposes. A job number designated for the exclusive use of this grant will govern general administrative tasks. The use of separate and distinct job numbers and activity codes will allow NJDEP to track and account for the actual number of man-hours coded for any phase of any site during a particular grant period.

Quarterly reports will be prepared and submitted in accordance with the "PA/SI State Cooperative Agreement Guidance" and will include the following information for completed PAs, SIs and ESIs:

- o Site name, municipality and county
- o EPA ID Number
- o Priority designation/recommendations

NJDEP will pre-screen suspected sources using field analytical methods as part of the Pre-CERCLIS Screening Assessment (PSA), and although many more sites will be evaluated using this approach, a PA and SI will only be completed for sites warranting further investigation. Consequently, NJDEP will significantly reduce the number of NFRAP sites entered into CERCLIS. Quarterly reports and completed PSA, PA, SI and ESI packages will be submitted as follows:

<u>QUARTER</u>	<u>PSAs</u>	<u>PAs</u>	<u>SIs</u>	<u>ESIs</u>	<u>SRs</u>
1 (October 1 – December 31, 2016)	3	2	0	0	0
2 (January 1 – March 31, 2017)	3	2	1	0	0
3 (April 1 – June 30, 2017)	4	2	1	0	0
4 (July 1 – September 30, 2017)	4	2	2	1	0
<b>TOTALS</b>	<b>14</b>	<b>8</b>	<b>4</b>	<b>1</b>	<b>0</b>

Meetings between NJDEP and EPA project managers, or their designees, will occur at the project managers' discretion.

### **Special Travel**

#### National Site Assessment Symposium (NSAS)

The NSAS is a four-day event occurring biennial basis. One NJDEP staff member will attend the conference.

## **OPERATIONAL BUDGET DETAILS**

### SUPPLIES

#### **(21) MISCELLANEOUS PRINTING AND OFFICE SUPPLIES**

BALL POINT PENS, FELT TIP MARKERS, HIGHLIGHTER MARKERS, PENCILS, WRITING PAPER, LETTER PAPER, ENVELOPES, REPORT BINDERS, REPORT COVERS, FILE FOLDERS, HANGING FOLDERS, APPOINTMENT BOOKS, RUBBER BANDS, PAPER CLIPS, STAPLERS, STAPLES, SCISSORS, RULERS, COMPASSES, SCALES, CALCULATORS, DICTIONARIES, STAPLE REMOVERS, THUMB TACKS, BUSINESS CARDS, FILE CABINETS, PENCIL SHARPENERS, LETTER TRAYS, CELLOPHANE TAPE, TAPE DISPENSERS, ROLODEX, BULLETIN BOARDS, FIELD LOG BOOKS, NOTEBOOKS, CLIPBOARDS, TYPE CORRECTION FLUID, LOOSELEAF BINDERS, COPIER PAPER, TONER, ETC.

#### **(24) MISCELLANEOUS DISPOSABLES**

MISCELLANEOUS DISPOSABLE SUPPLIES NOT ANTICIPATED OR IN EXCESS OF THE ITEMIZED QUANTITIES

#### **(26) MISCELLANEOUS SAMPLING SUPPLIES**

FILM AND PROCESSING, FIELD GC CALIBRATION STANDARDS AND SUPPLIES, MISCELLANEOUS SAMPLING SUPPLIES NOT ANTICIPATED OR IN EXCESS OF THE ITEMIZED QUANTITIES

#### **(34) MISCELLANEOUS SOFTWARE AND SUPPLIES**

DISKETTES, DISKETTE HOLDERS, REPLACEMENT OR INNOVATIVE SOFTWARE

#### **(76) MISCELLANEOUS SAMPLING TOOLS**

NON-DISPOSABLE SAMPLING TOOLS AND EQUIPMENT

#### **(77) COMPUTERS - HARDWARE-RELATED SUPPLIES AND EQUIPMENT**

### EQUIPMENT

#### **(74) REPLACEMENT VEHICLE**

A VEHICLE PURCHASE IS NOT SCHEDULED FOR FFY17

VEHICLES ARE REQUIRED TO TRANSPORT STAFF AND SAMPLING EQUIPMENT TO SITES THROUGHOUT THE STATE. THE VEHICLE WILL ALSO BE UTILIZED FOR TRANSPORTING STAFF TO LOCAL OFFICES FOR FILE REVIEWS

### CONTRACTUAL

#### **(36) PROFESSIONAL SERVICES**

EACH CONTRACT UTILIZED BY NJDEP IS COMPETED.

### OTHER SERVICES

#### **(38) TRAINING, CONFERENCE AND SEMINARS**

THIS ACCOUNT INCLUDES ALL CHARGES FOR ORGANIZED PROGRAMS FOR EDUCATION, TRAINING AND DEVELOPMENT OF NJDEP STAFF SUCH AS CONFERENCE AND INSTRUCTOR FEES, TRAINING CONFERENCES OR PRESENTATIONS, TUITION PAYMENTS AND RELATED CHARGES.

## PROFESSIONAL SERVICES

### SAMPLE ANALYSES

ROUTINE ANALYTICAL SERVICES (SOIL, GROUND WATER, SURFACE WATER, SEDIMENTS AND AIR) WITH THE EXCEPTION OF POTABLE WATER, WILL BE PROVIDED UNDER THE EPA CONTRACT LABORATORY PROGRAM.

#### ANTICIPATED CLP WORKLOAD

4 SITE INVESTIGATIONS	
40 SAMPLES/SITE INVESTIGATION (SI)	
40 SAMPLES/SI X 4 SIs =	160 SAMPLES
1 EXPANDED SITE INVESTIGATIONS	
40 SAMPLES/EXPANDED SITE INVESTIGATION (ESI)	
40 SAMPLES/ESI X 1 ESIs =	<u>40 SAMPLES</u>
TOTAL	200 CLP SAMPLES

ANALYSIS OF POTABLE WATER SAMPLES FOR VOLATILE ORGANICS WILL BE PERFORMED UNDER NEW JERSEY LABORATORY ANALYSIS CONTRACT X-26411

#### ANTICIPATED POTABLE WATER SAMPLES FOR VOLATILE ORGANIC ANALYSIS

4 SITE INVESTIGATIONS	
5 SAMPLES/SITE INVESTIGATION (SI)	
5 SAMPLES/SI X 4 SIs =	20 SAMPLES
1 EXPANDED SITE INVESTIGATIONS	
5 SAMPLES/EXPANDED SITE INVESTIGATION (ESI)	
5 SAMPLES/ESI X 1 ESIs =	<u>5 SAMPLES</u>
TOTAL WATER SAMPLES FOR VOLATILE ORGANIC ANALYSIS	25 SAMPLES
COST/SAMPLE - \$130	
TOTAL COST - 25 SAMPLES @ \$130/SAMPLE = \$ 3,250	

NON-ROUTINE ANALYSES OR PROCEDURES REQUIRED TO APPROPRIATELY CHARACTERIZE OR DELINEATE A CONTAMINANT SOURCE, SUCH AS TPHC OR FIELD SCREENING METHODS, WILL BE ARRANGED BY NJDEP. THIS INCLUDES ALL ANALYSES PERFORMED BY NJDEP MOBILE LABORATORY DURING THE PRE-CERCLIS SCREENING ASSESSMENT.

PROFESSIONAL SERVICES (continued)

SAMPLE ANALYSES

NJDEP MOBILE LABORATORY SAMPLE ANALYSES

14 PRE-CERCLIS SCREENING ASSESSMENTS (PSA)

15 SAMPLES/PSA

15 SAMPLES/PSA X 14 PSAs = 210 SAMPLES

TOTAL – 210 WATER SAMPLES FOR VOLATILE ORGANIC ANALYSIS

COST/SAMPLE - \$40

TOTAL COST – 210 SAMPLES @ \$40/SAMPLE = **\$ 8,400.00**

DATA VALIDATION

VALIDATION FOR ROUTINE ANALYTICAL SERVICES (SOIL, GROUND WATER, SURFACE WATER, SEDIMENTS, AND AIR), WITH THE EXCEPTION POTABLE WATER, WILL BE PROVIDED UNDER THE EPA CONTRACT LABORATORY PROGRAM.

ANTICIPATED CLP VALIDATION WORKLOAD

4 SITE INVESTIGATIONS

40 SAMPLES/SITE INVESTIGATION (SI)

40 SAMPLES/SI X 4 SIs =

160 SAMPLES

1 EXPANDED SITE INVESTIGATIONS

40 SAMPLES/EXPANDED SITE INVESTIGATION (ESI)

40 SAMPLES/ESI X 1 ESIs =

40 SAMPLES

TOTAL

200 CLP SAMPLES

VALIDATION OF POTABLE WATER SAMPLES WILL BE PERFORMED BY NJDEP, OFFICE OF DATA QUALITY

ANTICIPATED POTABLE WATER VALIDATION WORKLOAD

4 SITE INVESTIGATIONS

5 SAMPLES/SITE INVESTIGATION (SI)

5 SAMPLES/SI X 4 SIs =

20 SAMPLES

1 EXPANDED SITE INVESTIGATIONS

5 SAMPLES/EXPANDED SITE INVESTIGATION (ESI)

5 SAMPLES/ESI X 1 ESIs =

5 SAMPLES

TOTAL

25 POTABLE WATER SAMPLES

VALIDATION FOR NON-ROUTINE ANALYSES OR PROCEDURES REQUIRED TO APPROPRIATELY CHARACTERIZE OR DELINEATE A CONTAMINANT SOURCE, SUCH AS TPHC OR FIELD SCREENING METHODS, WILL BE PERFORMED BY NJDEP. THIS INCLUDES ALL ANALYSES PERFORMED BY NJDEP MOBILE LABORATORY DURING THE UNKNOWN SOURCE INVESTIGATION (USI).

#### FIELD SAMPLING AND WELL DRILLING SERVICES

FIELD SAMPLING ACTIVITIES INCLUDING SAMPLE COLLECTION, FIELD GC SCREENING, GEOPROBE OPERATION AND WELL DRILLING WILL BE PERFORMED UNDER NJDEP FIELD SAMPLING SERVICES CONTRACT (X-22349) AND NJDEP SUBSURFACE REMEDIATION AND RECOVERY SERVICES CONTRACT (X-33154) TO THE GREATEST EXTENT POSSIBLE.

#### ANTICIPATED USE OF FIELD SAMPLING AND WELL DRILLING SERVICES

14 PRE-CERCLIS SCREENING ASSESSMENTS @ \$5,000	= \$ 70,000
4 SITE INVESTIGATIONS @ \$15,000	= \$ 60,000
1 EXPANDED SITE INVESTIGATIONS @ \$30,000	= \$ 30,000
 TOTAL COST – FOR FIELD SAMPLING AND WELL DRILLING SERVICES	 = \$ 160,000

## OUTPUT (TASK) DETAILS

### PRE-CERCLIS SCREENING ASSESSMENT

The Pre-CERCLIS Screening Assessment (PSA) is a site discovery initiative intended to focus limited State and Federal resources on those sites of greatest environmental significance. Cases being considered for investigation will be selected from NJDEP's Immediate Environmental Concern (IEC) inventory, a database of contaminated public and private potable well cases for which no source has been identified. NJDEP will pre-screen suspected sources using field analytical methods, and although many more sites will be evaluated using this approach, only sites warranting further investigation will be entered into the Comprehensive Environmental Response, Compensation and Liability Information System (CERCLIS). Consequently, NJDEP will significantly reduce the number of NFRAP sites entered into CERCLIS. Sites warranting further investigation will be listed in CERCLIS before being considered for SI and ESI work unless otherwise approved by EPA.

Various tasks are routinely performed as part of the PSA:

- o review of site specific federal, state and local government files, reports and records
- o interviews with federal, state and local government personnel
- o review of geological, hydrological, topographical and meteorological data available from federal, state and local government offices or other comparable institutions
- o review of state and local water supply records
- o review of available aerial photographs
- o pre-sampling assessment
- o sampling, safety and QA plan preparation
- o collect ground water screening samples
- o sample analysis
- o data validation
- o data evaluation
- o report preparation

PSAs will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using EPA's Pre-CERCLIS Screening Assessment Checklist/Decision Form, or equivalent.

## PRE-CERCLIS SCREENING ASSESSMENT WORK PLAN

<u>TASK</u>	<u>MAN-HOURS</u>
1. FILE SEARCH	5
A. CONTACT ALL PERTINENT SOURCES OF INFORMATION	
B. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION	
C. LOCATE AND REVIEW EXISTING AERIAL PHOTOGRAPHS	
D. LOCATE AND COPY REQUIRED MAPS	
E. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA	
F. REVIEW AND COPY SUPPORTING DOCUMENTATION	
2. PRE-SAMPLING ASSESSMENT	2
A. NOTIFY APPROPRIATE OFFICES OF SITE VISIT AND OBTAIN SITE ACCESS APPROVAL	
B. SCHEDULE PERSONNEL FOR SITE VISIT	
C. SITE VISIT - SELECT POSSIBLE SAMPLING LOCATIONS	
3. SAMPLING, SAFETY AND QA PLANS; SAMPLE PREP	10
A. PREPARE SAMPLING, SAFETY AND QA PLANS	
B. PROGRAM MANAGER REVIEW AND APPROVAL	
C. NOTIFY APPROPRIATE OFFICES OF SAMPLING AND OBTAIN SITE ACCESS APPROVAL	
D. SCHEDULE SAMPLE ANALYSIS	
E. SCHEDULE AND SECURE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SAMPLING	
F. COORDINATE SAMPLING, SAFETY AND QA PLANS WITH PARTICIPATING PERSONNEL	
G. SAMPLE PREP	



PRE-CERCLIS SCREENING ASSESSMENT WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
4. MOBILIZATION, SAMPLING AND DEMOBILIZATION	28
A. ACCESS SITE AND INITIATE FIELD LOG	
B. IDENTIFY SAMPLE MANAGEMENT AREA, DECONTAMINATION AREA AND SAMPLING LOCATIONS	
C. OPEN SAMPLE SHUTTLES AND INITIATE SAMPLE CHAIN OF CUSTODY	
D. COLLECT GROUND WATER (GW) SAMPLES FOR GC SCREENING AND MOBILE LABORATORY ANALYSIS	
F. DOCUMENT SAMPLING ACTIVITIES	
G. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
H. COMPLETE ANALYSIS REQUESTS, SAMPLE CHAIN OF CUSTODY AND SECURE SAMPLE SHUTTLES	
I. EXIT SITE, COMPLETE FIELD LOG AND TRANSPORT SAMPLES	
J. DEMOBILIZATION UPON COMPLETION OF SAMPLING	
K. DOCUMENT SAMPLING ACTIVITIES TO PROGRAM MANAGER	
5. ON-SITE GC SCREENING ANALYSIS OF GW SAMPLES	7
6. OFF-SITE SAMPLE ANALYSIS, DATA VALIDATION AND REPORT PREPARATION (AVERAGE 15 SAMPLES/PSA)	12
7. REPORT PREPARATION/REVISION	10
A. DEVELOP USI NARRATIVE	
B. TABULATE ALL AVAILABLE ANALYTICAL DATA	
C. ORGANIZE SUPPORTING DOCUMENTATION AND PREPARE MAPS	
8. SCREEN SITES USING EPA PSA DECISION FORM	2
9. TYPE REPORT/REVISIONS	2
10. PROGRAM MANAGER REVIEW	1
11. COPY, BIND AND FILE REPORT; DATA ENTRY	<u>1</u>
TOTAL	80

## PRELIMINARY ASSESSMENT

The purpose of a Preliminary Assessment (PA) is to demonstrate that a site warrants further remedial action and should be entered into CERCLIS. A PA is a relatively quick, low cost site evaluation based on readily available information and analytical data.

Various tasks routinely performed as part of the PA:

- o review of site specific federal, state and local government files, reports and records
- o interviews with federal, state and local government personnel
- o review of geological, hydrological, topographical and meteorological data available from federal, state and local government offices or other comparable institutions
- o review of state and local water supply records
- o review of available aerial photographs
- o off-site reconnaissance
- o interviews with site personnel
- o scoring of the site using Quickscore

NJDEP will provide EPA with abbreviated PAs consisting of a completed Quickscore, a brief site summary and a site location map.

PAs will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using Quickscore.

## PRELIMINARY ASSESSMENT WORK PLAN

<u>TASK</u>	<u>MAN-HOURS</u>
1. FILE SEARCH	30
A. CONTACT ALL PERTINENT SOURCES OF INFORMATION	
B. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION	
C. LOCATE AND REVIEW EXISTING AERIAL PHOTOGRAPHS	
D. LOCATE AND COPY REQUIRED MAPS	
E. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA	
F. REVIEW AND COPY SUPPORTING DOCUMENTATION	
2. OFF-SITE RECONNAISSANCE	10
3. CALCULATE QUICKSCORE	5
4. PREPARE REPORT SUMMARY AND SITE MAP	4
5. PROGRAM MANAGER REVIEW	1
	<hr/>
TOTAL	50

## SITE INVESTIGATION

The purpose of a Site Investigation (SI) is to accumulate analytical data to document and characterize releases of hazardous substances at a subject site. The SI also provides more accurate information to determine and support the need for a removal or remedial action. NJDEP will provide EPA with the names of all SI candidates prior to the initiation of any SI activity.

All SIs will include a pre-sampling assessment, an on-site Investigation which serves to confirm reports and information disclosed during the file search, to identify any additional areas of concern and to identify and screen potential sampling locations.

Various tasks routinely performed as part of the SI:

- o supplemental data collection for completion of Quickscore
- o pre-sampling assessment
- o sampling, safety and QA plan preparation
- o field sampling of appropriate media
- o sample analysis / data validation
- o data evaluation
- o report preparation
- o scoring of the site using Quickscore

All analytical data developed using EPA funds will be scientifically valid, legally defensible and of known precision and accuracy. A written Quality Assurance Project Plan describing the measurement system(s) and the Quality Assurance/Quality Control (QA/QC) procedures NJDEP intends to use in monitoring sample analyses will be approved by EPA, and a Health and Safety Plan will be prepared, prior to commencing any field work.

In accordance with CERCLA Section 104(a), DEP employees, officers or representatives will provide the owner, operator, or individual in charge of a site the opportunity to receive: 1) a split of each sample collected on that particular site, 2) a receipt describing the samples collected and 3) a copy of analytical results when available.

The SI will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using Quickscore.

## SITE INVESTIGATION WORK PLAN

<u>TASK</u>	<u>MAN-HOURS</u>
1. FILE SEARCH	70
A. REVIEW EXISTING PA INFORMATION	
B. CONTACT ALL PERTINENT SOURCES OF INFORMATION	
C. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION AND DEVELOPMENT OF COMBINED PA/SI NARRATIVE	
D. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA FOR COMPREHENSIVENESS AND QUALITY	
E. GENERATE AND INTERPRET A GROUND WATER MODEL	
F. REVIEW AND COPY SUPPORTING DOCUMENTATION	
2. PRE-SAMPLING ASSESSMENT	30
A. NOTIFY APPROPRIATE OFFICES OF SITE VISIT AND OBTAIN SITE ACCESS APPROVAL	
B. SCHEDULE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SITE VISIT	
C. SITE VISIT - CONFIRM REPORTED CONDITIONS AND, IF NECESSARY, SELECT POSSIBLE SAMPLING LOCATIONS	
D. PRESENT FINDINGS TO PROGRAM MANAGER AND DETERMINE NEED FOR SAMPLING	
3. SAMPLING, SAFETY AND QA PLANS; SAMPLE PREP	50
A. PREPARE SAMPLING, SAFETY AND QA PLANS	
B. PROGRAM MANAGER REVIEW AND APPROVAL	
C. NOTIFY APPROPRIATE OFFICES OF SAMPLING AND OBTAIN SITE ACCESS APPROVAL	
D. SCHEDULE SAMPLE ANALYSIS	
E. SCHEDULE AND SECURE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SAMPLING	

Site INVESTIGATION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
F. COORDINATE SAMPLING, SAFETY AND QA PLANS WITH PARTICIPATING PERSONNEL	
G. SAMPLE PREP	
4. MOBILIZATION, SAMPLING AND DEMOBILIZATION	150
A. ACCESS SITE AND INITIATE FIELD LOG	
B. IDENTIFY SAMPLE MANAGEMENT AREA, DECONTAMINATION AREA AND SAMPLING LOCATIONS	
C. OPEN SAMPLE SHUTTLES AND INITIATE SAMPLE CHAIN OF CUSTODY	
D. COLLECT SAMPLES IN ACCORDANCE WITH EPA GUIDANCE AND THE MOST CURRENT NJDEP <u>FIELD SAMPLING PROCEDURES MANUAL</u>	
E. COLLECT GROUND WATER (GW) SAMPLES FOR GC SCREENING	
F. DOCUMENT SAMPLING ACTIVITIES AND PHOTOGRAPH SAMPLE LOCATIONS	
G. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
H. COMPLETE ANALYSIS REQUESTS, SAMPLE CHAIN OF CUSTODY AND SECURE SAMPLE SHUTTLES FOR SHIPPING	
I. EXIT SITE, COMPLETE FIELD LOG AND SHIP SAMPLES	
J. DEMOBILIZATION UPON COMPLETION OF SAMPLING	
K. DOCUMENT SAMPLING ACTIVITIES TO PROGRAM MANAGER	
5. GC SCREENING ANALYSIS OF GW SAMPLES	35
6. SAMPLE ANALYSIS	CLP

# SITE INVESTIGATION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
7. QA/QC REVIEW OF NON-CLP ANALYTICAL DATA	30
8. REPORT PREPARATION/REVISION	130
A. DEVELOP COMBINED PA/SI NARRATIVE	
B. TABULATE ALL AVAILABLE ANALYTICAL DATA	
C. ORGANIZE SUPPORTING DOCUMENTATION AND PREPARE MAPS	
D. TYPE REPORT/REVISIONS	
9. COMPLETE QUICKSCORE	15
10. PROGRAM MANAGER REVIEW	5
11. COPY, BIND AND FILE REPORT; DATA ENTRY	5
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TOTAL	520

## EXPANDED SITE INVESTIGATION

The purpose of an Expanded Site Investigation (ESI) is to accumulate more complete and comprehensive analytical data to document and characterize releases of hazardous substances at a subject site. The ESI provides more accurate and up-to-date information to determine and support the need for a removal or remedial action. The ESI also provides the necessary information for determining a site's eligibility for the NPL and, for sites that are eligible, assists in developing and planning the Remedial Investigation.

NJDEP will provide EPA with the names of all ESI candidates prior to the initiation of any ESI activity.

ESIs, in general, will include a pre-sampling assessment, an on-site Investigation to identify any additional areas of concern and to identify and screen prospective sampling and monitoring well locations. Use of field screening is significantly increased to better characterize and delineate suspected sources, to maximize sampling efficiency and to identify and confirm impacted receptors which are attributable to the site.

Various tasks routinely performed as part of the ESI:

- o supplemental data collection for completion of Quickscore
- o ground water modeling
- o pre-sampling assessment
- o sampling, safety and QA plan preparation
- o GC screening analysis of ground water for contaminant plume tracking and to determine monitoring well locations
- o monitoring well installation
- o field sampling of appropriate media
- o potable well sampling
- o sample analysis / data validation
- o data evaluation
- o report preparation
- o completion of EPA's "Final Site Assessment" form
- o scoring of the site using Quickscore

All analytical data developed using EPA funds will be scientifically valid, legally defensible and of known precision and accuracy. A written Quality Assurance Project Plan describing the measurement system(s) and the Quality Assurance/Quality Control (QA/QC) procedures DEP intends to use in monitoring sample analyses will be approved by EPA, and a Health and Safety Plan will be prepared, prior to commencing any field work.



## EXPANDED SITE INVESTIGATION (continued)

In accordance with CERCLA Section 104(a), DEP employees, officers or representatives will provide the owner, operator, or individual in charge of a site the opportunity to receive: 1) a split of each sample collected on that particular site, 2) a receipt describing the samples collected and 3) a copy of analytical results when available.

The ESI will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using Quickscore.

## EXPANDED SITE INVESTIGATION WORK PLAN

<u>TASK</u>	<u>MAN-HOURS</u>
1. SUPPLEMENTAL FILE SEARCH	65
A. REVIEW EXISTING PA AND SI INFORMATION	
B. CONTACT ALL PERTINENT SOURCES OF INFORMATION	
C. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION AND DEVELOPMENT OF ESI NARRATIVE	
D. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA FOR COMPREHENSIVENESS AND QUALITY	
E. GENERATE AND INTERPRET GROUND WATER MODEL	
F. REVIEW AND COPY SUPPORTING DOCUMENTATION	
2. PRE-SAMPLING ASSESSMENT	30
A. NOTIFY APPROPRIATE OFFICES OF SITE VISIT AND OBTAIN SITE ACCESS APPROVAL	
B. SCHEDULE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SITE VISIT	
C. SITE VISIT - CONFIRM REPORTED CONDITIONS AND SELECT POSSIBLE SAMPLING AND SCREENING LOCATIONS	
D. DOCUMENT FINDINGS TO PROGRAM MANAGER	
3. GC SCREENING ANALYSIS, SAFETY AND QA PLANS PREP	50
A. PREPARE GC SCREENING ANALYSIS, SAFETY AND QA PLANS	
B. PROGRAM MANAGER REVIEW AND APPROVAL	
C. NOTIFY APPROPRIATE OFFICES OF GC SCREENING AND OBTAIN SITE ACCESS APPROVAL	
D. PREPARE AND SUBMIT SOIL BORING PERMITS	
E. SCHEDULE GC SCREENING ANALYSIS	

EXPAND SITE INVESTIGATION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
F. SCHEDULE AND SECURE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR GC SCREENING ANALYSIS	
G. COORDINATE GC SCREENING ANALYSIS, SAFETY AND QA PLANS WITH PARTICIPATING PERSONNEL	
H. GC SCREENING ANALYSIS PREP	
4. MOBILIZATION, GC SCREENING ANALYSIS AND DEMOBILIZATION	200
A. ACCESS SITE AND INITIATE FIELD LOG	
B. IDENTIFY GC OPERATION AREA, DECONTAMINATION AREA AND GC SCREENING LOCATIONS	
C. COLLECT GROUND WATER (GW) SAMPLES FOR GC SCREENING	
D. GC SCREENING ANALYSIS OF GW SAMPLES	
E. DOCUMENT SAMPLING ACTIVITIES AND PHOTOGRAPH SAMPLE LOCATIONS	
F. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
G. EXIT SITE AND COMPLETE FIELD LOG	
H. DEMOBILIZE UPON COMPLETION OF GC FIELD SCREENING	
I. DOCUMENT FINDINGS TO PROGRAM MANAGER	
5. MONITORING WELL INSTALLATION WORK PLAN PREP	70
A. PREPARE WORK PLAN AND SAFETY PLAN	
B. PROGRAM MANAGER REVIEW AND APPROVAL	
C. NOTIFY APPROPRIATE OFFICES OF MONITORING WELL INSTALLATION AND OBTAIN SITE ACCESS APPROVAL	
D. PREPARE AND SUBMIT WELL PERMITS	

EXPANDED SITE INVESTIGATION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
E. SCHEDULE AND SECURE DRILL RIG, EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR MONITORING WELL INSTALLATION	
F. COORDINATE WORK PLAN AND SAFETY PLAN WITH PARTICIPATING PERSONNEL	
6. MONITORING WELL INSTALLATION, SURVEY AND DEVELOPMENT	330
A. ACCESS SITE AND INITIATE FIELD LOG	
B. INSTALL MONITORING WELLS	
C. SURVEY WELLS	
D. DEVELOP MONITORING WELLS	
E. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
I. EXIT SITE, COMPLETE FIELD LOG	
7. SAMPLING, SAFETY AND QA PLANS; SAMPLE PREP	50
A. PREPARE SAMPLING, SAFETY AND QA PLANS	
B. PROGRAM MANAGER REVIEW AND APPROVAL	
C. NOTIFY APPROPRIATE OFFICES OF SAMPLING AND OBTAIN SITE ACCESS APPROVAL	
D. SCHEDULE SAMPLE ANALYSIS	
E. SCHEDULE AND SECURE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SAMPLING	
F. COORDINATE SAMPLING, SAFETY AND QA PLANS WITH PARTICIPATING PERSONNEL	
G. SAMPLE PREP	

EXPANDED SITE INVESTIGATION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
8. MOBILIZATION, SAMPLING AND DEMOBILIZATION	200
A. ACCESS SITE AND INITIATE FIELD LOG	
B. IDENTIFY SAMPLE MANAGEMENT AREA, DECONTAMINATION AREA AND SAMPLING LOCATIONS	
C. OPEN SAMPLE SHUTTLES AND INITIATE SAMPLE CHAIN OF CUSTODY	
D. COLLECT SAMPLES IN ACCORDANCE WITH EPA GUIDANCE AND THE MOST CURRENT NJDEP <u>FIELD SAMPLING PROCEDURES MANUAL</u>	
E. DOCUMENT SAMPLING ACTIVITIES AND PHOTOGRAPH SAMPLE LOCATIONS	
F. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
G. COMPLETE ANALYSIS REQUESTS, SAMPLE CHAIN OF CUSTODY AND SECURE SAMPLE SHUTTLES FOR SHIPPING	
H. EXIT SITE, COMPLETE FIELD LOG AND SHIP SAMPLES	
I. DEMOBILIZATION UPON COMPLETION OF SAMPLING	
J. DOCUMENT SAMPLING ACTIVITIES TO PROGRAM MANAGER	
9. SAMPLE ANALYSIS (AVERAGE 25 SAMPLES/SITE)	(CLP)
10. QA/QC REVIEW OF NON-CLP ANALYTICAL DATA	30
11. REPORT PREPARATION/REVISION	130
A. DEVELOP ESI NARRATIVE	
B. TABULATE ALL AVAILABLE ANALYTICAL DATA	
C. ORGANIZE SUPPORTING DOCUMENTATION AND PREPARE MAPS	
D. TYPE REPORT/REVISIONS	

## EXPANDED SITE INVESTIGATION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
12. COMPLETE QUICKSCORE	30
13. PROGRAM MANAGER REVIEW	10
14. COPY, BIND AND FILE REPORT; DATA ENTRY	5
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TOTAL	1,200

## SITE REASSESSMENTS

A Site Reassessment (SR) represents the gathering and evaluation of new information on a site previously assessed under CERCLA to determine whether further Superfund action is needed. A SR serves as a supplement to previous assessment work and not a replacement for traditional assessment activities. The scope of work for SR activity is flexible but will usually represent a component of a traditional site assessment action such as a Preliminary Assessment, Site Investigation, or a Site Investigation Prioritization. The purpose of this action is to document the expenditure of Superfund resources on older sites where EPA has received new information or learned that the site conditions have changed.

Various tasks routinely performed as part of the SR:

- o Review site-specific background data contained in previous site evaluation files (e.g., EPA Preliminary Assessment, Site Investigation, Site Investigation Prioritization report and/or State Reports) in terms of HRS requirements, and confirm CERCLA eligibility of site.
- o Update or revise the HRS screening score using the "QuickScore" method of scoring (if existing data is sufficient).
- o If existing data is not sufficient to score the site, notify the EPA and request technical direction as to whether or not additional non-sampling data shall be collected. Additional non-sampling data may include an on-site/off-site reconnaissance. NJDEP shall complete the site scoring upon its determination that sufficient data has been found.
- o Prepare the SR report and complete the "Quickscore" site score. Include a recommendation for further action at the site.

SRs will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using Quickscore.

## SITE REASSESSMENT WORKPLAN

TASK	MAN-HOURS
1. FILE SEARCH	50
A. CONTACT ALL PERTINENT SOURCES OF INFORMATION	
B. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION	
C. LOCATE AND COPY REQUIRED MAPS	
D. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA	
E. REVIEW AND COPY SUPPORTING DOCUMENTATION	
2. OFF -SITE RECON AND ON-SITE RECON, IF NECESSARY/ REVIEW NON-SAMPLING DATA	100
3. COMPLETE QUICKSCORE	10
4. COMPLETE SITE REASSESSMENT REPORT	125
5. PROGRAM MANAGER REVIEW	10
6. COPY, BIND AND FILE REPORT; DATA ENTRY	5
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TOTAL	300